



COMMITTEE: Oneida County Fair Planning Team

PLACE: Fair Site - Pioneer Park
Rhineland

DATE: July 31, 2012

TIME: 5:30 pm

Committee Members Present: Tina Werres, Theresa Seabloom, Bev Nicols, Janice Scheeler, Denise Rheaume-Brand, Craig Mandli, Julie Holperin, Nancy Gehrig, Michelle Wich, Jim Perlberg and Eric Britton

Excused:

Absent:

Others Present: Greg Berard and Jim Pederson

MINUTES:

1. **Call to Order and President's Announcements.** The meeting was called to order at 5:30 pm by Craig Mandli. The meeting was properly noticed and the facility is handicap accessible. There were no president's announcements.
2. **Approve Agenda for Today's Meeting.** The agenda was used to conduct the meeting.
3. **Approve Minutes of June 26, 2012.** The minutes were tabled until next meeting.
4. **New Members.** Nothing to report.
5. **Financial Report:**
 - Approval of Contracts:** A contract to rent golf carts from Yogi of Summit Lake was accepted. Nance made the motion, seconded by Jim.
 - Approval of Expenses:** Tina used her own money for some expenses. She will be reimbursed, but suggested that the petty cash be given sooner next year. The small shipping expense in question at the last meeting was reported for shipping more ribbons. A small expense for Victory soap and a \$77.62 charge for more embroidered tee shirts were reported. Nancy made the motion to accept the expenses, Theresa seconded this. Motion carried.
6. **Administrative Report:**
 - Erica purchased eight blue tents from WalMart to alleviate the shortage for the fair.
 - Sue Glentz made up a number of signs to display to acknowledge the new site of the farmer's market during the fair.
 - Golf carts and radios will be available for communication during the fair. They will be accounted for by signing them in and out at the fair office.
 - The fair preparation is running more smoothly this year having the weekend to begin with the community help we had. Also, vendors are coming in on Tuesday this year instead of later.
 - Tina explained the sale of Elixer (bottled water priced at \$1.00) to be sold during the Gene Shepard act. Money earned will be divided between the fair and the Humane Animal Center.
 - Wristband and raffle tickets are to be turned in by Thursday noon. Approximately \$4,000 made so far for wristbands. The raffle items collected by Jim are worth about \$2,600 in products.
 - Each Committee member will receive two free wristbands as in the past.
6. **Correspondence:** None.

8. Team Reports:

- Theresa asked if a survey would be passed out at the fair. Members agreed that this could be helpful to evaluate this year's fair. Attempt will be made to provide a survey.
- Julie suggested having a manual available that described all aspects of how the fair is run. This would be helpful to those in charge to answer questions and directions are needed when the Fair Coordinator and secretary are briefly gone. Also it would provide information to the secretary who is hired for only one day a week and may not be up on all the procedures. Tina acknowledged that Melanie (last year's secretary) did come in on her own and offer help to her.
- Tina asked that committee members turn in a wrap-up of their area by next meeting when the fair is over.

9. Website Update: oneidacountyfairwi.com.

10. Fundraisers. None.

11. Upcoming Events: None.

12. Dates(s) of Future Meetings: The next meeting will be at 5:30 pm on Tuesday, August 14 at Curran building.

13. Public Comment: None.

14. Items to be Included on Next Agenda: To be presented at the August 14 meeting.

15. Adjournment: Denise made a motion to adjourn the meeting, seconded by Jim. Motion carried.

Respectfully submitted by,

Theresa Seabloom,
Recording Secretary